



**ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

CAVE RELATED SERVICES

Solicitation: RFP 2200 LMI3001

Addendum No: 2

Date of Addendum: February 22, 2021

This addendum is to incorporate the following changes to the above referenced solicitation:

1. Changes to the Solicitation due dates as follows:

1.1 OFFERS DUE PRIOR TO time and date is changed to **March 4, 2021 at 2:00 PM (CST)**

1.2 OFFERS OPENING TIME AND DATE is changed to **March 4, 2021 at 3:00 PM (CST)**

2. Questions & Answers:

(Q1) Do the qualifications apply only for individuals or can a firm meet the minimum qualifications through several employees?

(A1) *Qualification requirements listed in Section 6 "Contractor Qualification" of the Scope of Work are applied to company's qualification. Firm can meet that requirement by total amount of hours firm's team spend to perform the services under that projects. Firm's team members should be firm's employees. Qualification requirement listed in Section 7 "Contractor Employee Qualifications" of the Scope of Work are applied to firm's personnel. On Site supervisors assigned to the project should meet experience requirements listed in Section 6.1-6.3 as an individuals, but other key personnel /workers should be trained and skilled to conduct work needed to perform category of services they will assigned to.*

(Q2) Will individual projects be awarded as part of a low-bid process, or will projects be awarded as part of a rotation process to spread the work between qualified firms?

(A2) *It is not a rotation process, qualified firms will bid and demonstrate ability on a project, so it will not automatically assign it to the next firm on the list. It does involve low-bid however it also is determined by the needs of the Cave services.*

(Q3) Is COA willing to review draft Subcontracting Utilization Forms prior to submittal to confirm that they are completed correctly?

(A3) *COA willing to review draft Subcontracting Utilization Forms prior to submittal to confirm that they are completed correctly. Prospective Offerors can submit their draft Subcontracting Utilization Forms to SMBR representative listed in Solicitation Page in Vendor Connection prior to submittal.*

3. Responses to the rest of the questions received will be provided in the next Addendum.

4. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

This Addendum is hereby incorporated into and made a part of the above-referenced Solicitation.

ACKNOWLEDGED BY:

Name

Authorized Signature

Date

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.